



MONTEREY-SALINAS TRANSIT DISTRICT BOARD OF DIRECTORS MEETING AGENDA AND NOTICE

Meeting Date: January 10, 2022
Meeting Time: 10:00 AM Pacific Time (US and Canada)

The declared State of Emergency and MST Resolution 2022-14 allows MST to hold meetings via teleconference and to make meetings accessible electronically to protect public health. The January 10, 2022 will be held via Zoom conference. There will be NO physical location of the meeting. The public is asked to use the Zoom app for best reception. There may only be limited opportunity to provide oral comments during the meeting. Persons who wish to make public comment on an agenda item are encouraged to submit comments in writing by email to MST at clerk@mst.org by 3:00 pm on Friday, January 7, 2022; those comments will be distributed to the legislative body before the meeting. Members of the public participating by Zoom are instructed to be on mute during the proceedings and to speak only when public comment is allowed, after requesting and receiving recognition from the Chair. Prior to the meeting, participants should download the Zoom app at: <https://zoom.us/download> A link to tutorials for use of the Zoom app is: <https://support.zoom.us/hc/en-us/articles/206618765-Zoom-Video-Tutorials> and <https://support.zoom.us/hc/en-us/articles/209743263-Meeting-and-Webinar-Best-Practices-and-Resources>

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MST District Board and Committee Agendas Accessibility, Language Assistance, and Public Comments

Materials related to an item on this agenda submitted to the Board after distribution of the agenda packet are available for public inspection at the Monterey-Salinas Transit District Administration Building at 19 Upper Ragsdale Dr., Suite 200, Monterey, CA 93940 during normal business hours.

Upon request, Monterey-Salinas Transit District will provide written materials in appropriate alternative formats, including disability-related modifications or accommodations, auxiliary aids, or services to enable individuals with disabilities to participate in public meetings. Please send a written request, including your name, mailing address, phone number, description of the requested materials, and preferred alternative format or auxiliary aid or service at least three working days prior to the meeting at the address below.

Public comments may be submitted for any item on the agenda by contacting MST:

Mail: MST, Attn: Clerk to the Board, 19 Upper Ragsdale Dr., Suite 200, Monterey, CA 93940

Website: <https://mst.org/contact-us/> • **Email:** clerk@mst.org • **Phone:** (888) 678-2871

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1. CALL TO ORDER

- 1-1. Roll Call.
- 1-2. Pledge of Allegiance.
- 1-3. Review Highlights of the agenda. (Carl Sedoryk)

2. PUBLIC COMMENTS ON MATTERS NOT ON THE AGENDA

Members of the public may address the Board on any matter related to the jurisdiction of MST District but not on the agenda. There is a time limit of not more than three minutes for each speaker. The Board will not take action or respond immediately to any public comments presented but may choose to follow-up at a later time either individually, through staff, or on a subsequent agenda. (Please refer to page 1 of the agenda for instructions)

3. CLOSED SESSION

Members of the public may address the Board on any matter related to Closed Session. There is a time limit of not more than three minutes for each speaker. The Board will not take action or respond immediately to any public comments presented, but may choose to follow-up at a later time individually, through staff, or on a subsequent agenda. (Please refer to page 1 of the agenda for instructions)

As permitted by Government Code §64956 et seq. of the State of California, the Board of Directors may adjourn to Closed Session to consider specific matters dealing with personnel and/or pending possible litigation and/or conferring with the Board's Meyers-Milius-Brown Act representative.

- 3-1. Conference with Labor Contract Negotiators - General Manager/CEO Contract Gov. Code § 54957. (Dan Albert/ Dave Laredo)
- 3-2. Conference with Legal Counsel to Provide Direction on Pending Litigation: Ortiz v. Monterey-Salinas Transit District, et al Monterey Superior Court, Case No. 20CV002253. (Kelly Halcon/Dave Laredo)

4. CONSENT AGENDA

These items will be approved by a single motion. Anyone may request that an item be discussed and considered separately.

- 4-1. Approve Resolution 2022-19 Authorizing Remote Teleconference Meetings. (Carl Sedoryk) (Page 7)
- 4-2. Approve Resolution 2022-20 Recognizing David Bielsker, Transit Scheduler, as Employee of the Month for January 2022. (Sloan Campi) (Page 11)

- 4-3 Approve Resolution 2022-21 Recognizing **Team MST** as Employee of the Year for 2021. (Carl Sedoryk)

5. RECOGNITIONS AND SPECIAL PRESENTATIONS

- 5-1. January 2022 Employee of the Month – David Bielsker (Sloan Campi)
- 5-2. 2021 Employee of the Year Presentation. (Carl Sedoryk)
- 5-3. 2021 Management Excellence Award – Lisa Cox, Risk and Security Manager (Carl Sedoryk)

6. PUBLIC HEARINGS

None

7. ACTION ITEMS

- 7-1. Approve 5 Year Employment Agreement with Carl G. Sedoryk, General Manager/CEO. (Kelly Halcon) (Page 13)
- 7-2. Approve an In-Person/Virtual Hybrid Meeting Option for MST Board and Committee Meetings for Remainder of the Calendar Year, Pending Mandatory Changes Implemented by the County of Monterey, State, or Federal Government. (Carl Sedoryk) (Page 21)
- 7-3. Receive FY 2021/22 and 2022/23 Project Action Plan Update. (Carl Sedoryk) (Page 23)

8. REPORTS & INFORMATION ITEMS

The Board will receive and file these reports, which do not require action by the Board.

None.

9. BOARD REPORTS, COMMENTS, AND REFERRALS

- 9-1. Reports on Meetings Attended by Board Members at MST Expense. (AB 1234)
- 9-2. Board Member Comments and Announcements.
- 9-3. Board Member Referrals for Future Agendas.

10. ATTACHMENTS

None.

11. ADJOURN

NEXT SCHEDULED MEETING DATE: February 14, 2022
10:00 a.m.

NEXT SCHEDULED AGENDA DEADLINE: February 1, 2022

Dates, times and **teleconference information are subject to change.*

*Please contact MST for accurate meeting date, times and **teleconference** information or check online at <http://mst.org/about-mst/board-of-directors/board-meetings/>*

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**RESOLUTION NO. 2022-19
MONTEREY-SALINAS TRANSIT DISTRICT
REGARDING RALPH M BROWN ACT AND FINDING OF IMMINENT RISK TO HEALTH AND SAFETY OF
IN-PERSON MEETINGS AS A RESULT OF THE CONTINUING COVID-19 PANDEMIC STATE OF
EMERGENCY DECLARED BY GOVERNOR NEWSOM**

WHEREAS, on March 4, 2020, Governor Newsom issued a Proclamation of State of Emergency in response to the COVID-19 pandemic; and,

WHEREAS, the proclaimed state of emergency remains in effect; and,

WHEREAS, on March 17, 2020, Governor Newsom issued Executive Order N-29-20 that suspended the teleconferencing rules set forth in the California Open Meeting law, Government Code section 54950 et seq. (the “Brown Act”), provided certain requirements were met and followed; and,

WHEREAS, on June 11, 2021, Governor Newsom issued Executive Order N-08-21 that clarified the suspension of the teleconferencing rules set forth in the Brown Act, and further provided that those provisions would remain suspended through September 30, 2021; and,

WHEREAS, on September 16, 2021, Governor Newsom signed AB 361 that provides that a legislative body subject to the Brown Act may continue to meet without fully complying with the teleconferencing rules in the Brown Act provided the legislative body determines that meeting in person would present imminent risks to the health or safety of attendees, and further requires that certain findings be made by the legislative body every thirty (30) days; and,

WHEREAS, California Department of Public Health (“CDPH”) and the federal Centers for Disease Control and Prevention (“CDC”) caution that the Delta variant of COVID-19, currently the dominant strain of COVID-19 in the country, is more transmissible than prior variants of the virus, may cause more severe illness, and that even fully vaccinated individuals can spread the virus to others resulting in rapid and alarming rates of COVID-19 cases and hospitalizations (<https://www.cdc.gov/coronavirus/2019-ncov/variants/delta-variant.html>); and,

WHEREAS, other variants of COVID-19 exist, and it is unknown at this time whether other variants may result in a new surge in COVID-19 cases; and,

WHEREAS, the CDC has established a “Community Transmission” metric with 4 tiers designed to reflect a community’s COVID-19 case rate and percent positivity; and,

WHEREAS, Monterey County currently has a Community Transmission metric of “high” which is the most serious of the tiers; and,

WHEREAS, due to the seriousness of the current pandemic situation, the CDPH has required that all unvaccinated persons wear facial coverings indoors, and the CDC and CDPH recommend that all persons, regardless of vaccination status, wear facial coverings indoors; and,

WHEREAS, due to the seriousness of the current pandemic situation in the County of Monterey, the Board of Supervisors has recently adopted an indoor mask requirement for all persons regardless of vaccination statuses; and,

WHEREAS, the Board of Directors for the Monterey-Salinas Transit District (“MST”) is empowered to take actions necessary to protect public, health, welfare and safety within the region; and,

WHEREAS, MST has an important governmental interest in protecting the health, safety and welfare of those who participate in meetings of MST’s various legislative bodies subject to the Brown Act; and,

WHEREAS, in the interest of public health and safety, as affected by the emergency caused by the spread of COVID-19, the MST Board of Directors deems it necessary to find that meeting in person for meetings of all MST-related legislative bodies subject to the Ralph M. Brown Act would present imminent risks to the health or safety of attendees, and thus intends to invoke the provisions of AB 361 related to teleconferencing.

NOW, THEREFORE, BE IT RESOLVED by the MST Board of Directors as follows:

1. The Board of Directors finds that meeting in person for meetings of all MST- related legislative bodies subject to the Ralph M. Brown Act would present imminent risks to the health or safety of attendees.
2. This finding applies to all MST-related legislative bodies subject to the Brown Act, including but not limited to, the Board Administrative Performance Committee, Board Operations Performance Committee, Mobility Advisory Committee, Measure Q Oversight Committee, and any other standing committees.
3. Staff is directed to return to the Board of Directors no later than thirty (30) days after the adoption of this resolution, or by the next Board of Directors meeting (whichever comes first), with an item for the Board to consider making the findings required by AB 361 in order to continue meeting under its provisions.
4. The MST General Manager/CEO and MST Counsel are directed to take such other necessary or appropriate actions to implement the intent and purposes of this resolution.

PASSED AND ADOPTED this 10th day of January 10, 2022, by the following vote:

AYES:

NOES:

ABSENT:

**DAN ALBERT, BOARD CHAIR,
MONTEREY-SALINAS TRANSIT DISTRICT**

**CARL G. SEDORYK, GENERAL MANAGER/CEO
MONTEREY-SALINAS TRANSIT DISTRICT**

ATTEST:

**Jeanette Alegar-Rocha
Clerk to the Board**

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**DAVID BIELSKER
JANUARY 2022
EMPLOYEE OF THE MONTH**

WHEREAS, each month Monterey-Salinas Transit District recognizes an outstanding employee as Employee of the Month; and

WHEREAS, the Employee of the Month is recognized for their positive contribution to MST and to the entire community; and

WHEREAS, David Bielsker began his career with Monterey-Salinas Transit in June of 2012 as a Scheduler. However, Dave has been in the transit industry for over 30 years. He was originally with Long Beach Transit and started out as a Coach Operator; and

WHEREAS, David Bielsker was extremely responsive to the dynamic situations arising each week pertaining to social distancing requirements during the pandemic. He has kept track of trends in the transit industry and has been ready to deploy service or modify service in a very swift manner; and

WHEREAS, David Bielsker was primarily responsible for ensuring that MST services were scheduled appropriately out of MST's new South County facility. Most notably, he was recently able to create a new Line 23x, express service between King City and Salinas, without adding any additional employees.

NOW THEREFORE, BE IT RESOLVED that the Board of Directors of Monterey-Salinas Transit District recognizes David Bielsker as Employee of the Month for January 2022; and

BE IT FURTHER RESOLVED that David Bielsker is to be congratulated for his outstanding performance, dedication, and supreme effort toward the success of MST fulfilling its mission.

THE BOARD OF DIRECTORS OF MONTEREY-SALINAS TRANSIT DISTRICT
PASSED AND ADOPTED RESOLUTION 2022-20 this 10th day of January 2022.

Dan Albert
Board Chair

Carl G. Sedoryk
Board Secretary

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Agenda # **7-1**
January 10, 2022 Meeting

To: Board of Directors
From: K. Halcon, Director of Human Resources-Risk Management
Subject: Agreement with Carl Sedoryk, General Manager/Chief Executive Officer

RECOMMENDATION:

Approve 5 Year Employment Agreement with Carl G. Sedoryk, General Manager/CEO.

FISCAL IMPACT:

Wages are included in the approved FY2022 Budget.

POLICY IMPLICATIONS:

Your Board approves the employment agreement with the General Manager/CEO. The GM/CEO Contract Ad Hoc Committee recommends approval of the contract.

DISCUSSION:

The Board held a closed session at the December 13, 2021 meeting and requested changes be negotiated to the draft contract. Thereafter, the Ad Hoc Committee negotiated changes to the draft contract with Mr. Sedoryk. The Board met today in closed session to review the updated draft contract.

The attached updated draft contract shows redline changes to the prior version. This is recommended by the Ad Hoc Committee and is provided for your approval.

ATTACHMENT(S):

Draft Employment Agreement with Carl G. Sedoryk

PREPARED BY:  APPROVED BY: 
Kelly Halcon Carl G. Sedoryk

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**DRAFT EMPLOYMENT AGREEMENT
WITH
CARL G. SEDORYK**

WHEREAS, Monterey-Salinas Transit District (MST) desires continuity of management, adequate assurances that the General Manager/Chief Executive Officer will serve for a specified period of time, and

WHEREAS, MST wishes to be assured of the continued services of Carl G. Sedoryk as General Manager/Chief Executive Officer (GM/CEO), and

WHEREAS, Carl G. Sedoryk wishes to be assured of his continued employment as GM/CEO of MST with adequate compensation that is competitive to positions with other comparable districts and agencies of similar scope and size.

WHEREAS, per MST Board Policy the General Manager/CEO has responsibilities that include, but are not limited to:

- All necessary activities required by law to plan, organize, coordinate, direct and evaluate the activities of the District, including (a) the organization and administration of Board and committee meetings; (b) the development and management of the operating and capital budgets of the District; (c) the management of transportation-related projects; (d) the performance of contract negotiations, monitoring and administration.
- All personnel matters including the hiring, compensation, promotion, and disciplining of District staff, including employee termination consistent with Board adopted personnel policies and procedure, and related labor agreements.
- All duties and activities related to procurement, construction, general administration, maintenance and operation of MST facilities, equipment, and transit programs as necessary and required to carry out Board approved District policies.

IT IS MUTUALLY AGREED AS FOLLOWS:

1. TERM

5 year agreement:

This agreement shall be effective for a period commencing the effective date of this agreement and ending December 31, 2026.

2. ANNUAL SALARY

The base salary in effect at January 10, 2022 shall be \$245,000.00. Salary shall be paid in equal installments in the same time and manner as other management salaries are paid. ~~In no case shall the salary be less than 120 percent of the next highest paid employee of MST.~~

3. BENEFITS

MST shall provide the GM/CEO the following benefits:

a. Retirement Contribution

MST shall grant comparable PERS retirement benefits as are granted or paid to “Classic” members of the administrative staff.

b. Health Insurance

MST shall provide the same health insurance options and make the same contribution to health insurance premiums under an IRS 125 cafeteria plan as made to other administrative staff members, except that MST shall pay the full cost of such benefit without any charge for dependents coverage.

c. Life Insurance

MST shall provide Sedoryk with a term life insurance policy in an amount \$350,000.

d. Personal Leave

MST shall provide paid personal leave at the rate granted or paid to members of the administrative staff.

e. Holidays

MST shall provide the same paid holidays as provided to other administrative staff members.

f. Management Leave

MST will provide twelve (12) days management leave each year convertible to cash.

h. Vehicle

MST shall provide an automobile for use by the GM/CEO, or an annual amount of 12,500 miles in mileage reimbursement.

i. Professional Development

MST shall continue to support the professional development of the GM/CEO by allowing and encouraging the GM/CEO to participate in activities and conferences that are deemed beneficial to MST.

j. Other Benefits

MST shall grant or pay comparable benefits as are granted or paid to members of the administrative staff.

- j. **:Deferred Compensation Match:** EMPLOYEE shall be eligible to receive a dollar for dollar matching contribution from MST to an approved deferred compensation program in an annual amount not to exceed 50% of the annual individual contribution allowed under current Internal Revenue Service guidelines.

k. Reasonable Expenses

Reasonable business expenses, when incurred within the course and scope of the professional services rendered pursuant to this Agreement shall be reimbursed in accordance with applicable MST policies.

l. Wage Increase:

~~MST shall grant or pay comparable~~The Board shall consider providing the General Manager/CEO the -wage increases as are granted or paid to members of the administrative staff. Significant changes in job responsibilities or duties may result in an increase in base salary subject to Board approval.

m. Technology Allowance:

MST shall provide a technology allowance of \$2,500.00 annually to ensure the GM/CEO has adequate equipment to conduct business and communications on behalf of MST during hours of operations which are 7 days a week/24 hours a day.

n. Cell Phone Allowance:

MST shall provide a cell phone allowance of \$100.00 a month.

o. FSA Allowance:

EMPLOYEE shall be eligible to receive a dollar-for-dollar matching contribution from MST to approved Flexible Spending Allowance program in an annual amount not to exceed 50% of the annual individual contribution allowed under the current Internal Revenue Service guidelines.

4. PERFORMANCE EVALUATION PROCESS

a. **Performance Evaluation:**

The Board Chair, or their designate shall meet with the EMPLOYEE and mutually agree upon performance criteria, goals and targets for use in the evaluation of the performance of the GM/CEO. Such evaluation criteria shall be both reasonable and attainable.

The Board shall provide an annual performance evaluation of the GM/CEO on a calendar year basis. The MST Board shall provide the evaluation of the previous calendar year performance by March 31st of each year. The MST Board reserves the right to increase the GM/CEO compensation after each evaluation.

The GM/CEO will inform the MST Board of Directors of its obligation pursuant to this section and keep the Board informed of current trends and industry best practices in executive performance evaluation and compensation.

b. Incentive Pay:

An incentive pay pool shall be established at no less than 2% and no greater than 7% equal to the total base salary of EMPLOYEE. The incentive pay pool for each year will use the total base salary of the EMPLOYEE of the year prior. The incentive is based upon performance in accordance with achievement of Board adopted goals and objectives. Said payment shall be a one-time payment for each contract year and shall not increase the EMPLOYEE'S base pay.

5. EXCLUSIVE AND OUTSIDE WORK

The GM/CEO agrees to devote his full time and effort to perform the duties of GM/CEO as set forth in MST Policy & Procedures Section 3.2.1 provided he may teach or write for publication without prior approval of MST. GM/CEO may enter into consulting arrangements with public or private entities, but only with the prior written approval of MST provided that such activities do not interfere with the duties of GM/CEO.

6. TERMINATION OF AGREEMENT

This agreement may be terminated at any time in the following manner:

a. Cause

By action of the Board of Directors, MST may terminate this agreement and all rights and benefits hereunder by a finding that the GM/CEO is physically or mentally unable to perform the duties or has committed an act of moral turpitude. Prior to taking any action, the Board shall meet in closed session and give the GM/CEO an opportunity to respond to any allegations. At the close of the session the Board shall announce its decision as required by law, but shall not divulge any further information.

b. Without cause

By action of the Board of Directors, MST may terminate this contract at any time without cause. In said event MST shall pay GM/CEO nine (9) months pay and benefits as the rates set forth in Sections 2 and 3. All other portions of this contract shall be terminated.

7. CONTINUATION AFTER END OF AGREEMENT

Each year the agreement may be extended by one year upon mutual agreement. In the event this agreement is not extended prior to September 1, 2026 each party shall give the other party notice of its intention to continue or discontinue this contract, or the conditions under which they are willing to continue the contract. In the event both parties desire to continue the employment relationship, and a new contract cannot be agreed upon prior to December 31, 2026, this agreement shall continue from month-to-month until terminated by either party by giving 30 days notice in writing of termination.

8. NOTICES

Notices under this Agreement shall be by US mail, postage prepaid, addressed as follows, or such other address as the parties may establish and provide written notice of:

Chair, Board of Directors
Monterey-Salinas Transit
19 Upper Ragsdale Drive, Suite 200

Carl G. Sedoryk
810 Arbor Place
Del Rey Oaks, CA 93940

Executed at Monterey, California this 10th day of January 2022.

For MST:

Dan Albert, Chair

Carl Sedoryk, CEO

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To: Board of Directors

From: Carl Sedoryk, General Manager/CEO

Subject: Hybrid Board and Committee Meeting Format

RECOMMENDATION:

Approve an in-person/virtual hybrid meeting option for MST Board and Committee meetings for remainder of the calendar year, pending mandatory changes implemented by the County of Monterey, State, or Federal government.

FISCAL IMPACT:

None.

POLICY IMPLICATIONS:

At the meeting of December 13, 2022, your Board asked staff to review hybrid meetings procedures for future MST Board meetings.

DISCUSSION:

To prevent the spread of COVID-19 virus the MST Board of Directors has operated under revised Brown Act rules by conducting its meetings in a 100% virtual format since April 2020. As we have learned more about how to inhibit the spread of the virus and with widespread vaccine availability, some Board members have indicated a desire to return to an in-person format. While COVID vaccinations have become more widespread, concerns about waning immunity and new variants remain a concern to public health and safety, some Board members have indicated a desire to continue to participate in a virtual format.

To balance the divergent views on the matter, staff offers the following format for a hybrid/in-person meeting format that will allow both Board members, or members of the public to attend and participate in MST Board and Committee meetings either in-person or virtually via ZOOM video teleconference technology. Elements of the proposed hybrid format include:

- A referenced link in each Board packet that will allow those members of the public who wish to participate via ZOOM and a ZOOM telephone number that will allow members of the public without computer access to participate telephonically.

- Board and members of the public wishing to appear in person may do so but must wear an approved face-covering and Members of the public refusing to comply with face covering will be asked to participate via ZOOM or telephone.
- As the MST Boardroom is considered a federal transit facility, an approved face covering that covers both mouth and nostrils must be worn at all times by staff, Board members, and members of the public while a federal mandate for such facilities exists. Further, MST will follow all local ordinance, state regulations, CalOSHA, and Federal OSHA guidance regarding COVID-19 safety protocols in public meetings as they are developed.
- Board members, staff and members of the public wishing to attend in-person shall complete a body temperature scan before entering the board room.
- Staff reserves the right to eject from the premises any member of the Board, staff or member of the public who refuses to comply with face covering and temperature check requirements described above.
- To provide adequate space between in-person attendees, seating will be limited, and Board members will be asked to RSVP their intent to attend in-person by noon on the Friday preceding the Board meeting.
- To limit possible virus exposure, in-person attendance by MST staff will be limited to only those whose participation is required to make an in-person presentation.
- Except for CLOSED Session, MST Board and Committee meetings will be recorded and live streamed via MST social media channels.

Staff requests your Board review the proposed in-person/hybrid format and adopt a meeting format that provides a safe environment for Board, staff and members of the public while providing public access and transparency to the ongoing deliberations of the MST Board of Directors. Staff further requests your Board to direct staff to implement the hybrid format starting with its meeting of February 14, 2022.

Prepared by: 
Carl Sedoryk

To: Board of Directors
From: Carl Sedoryk, General Manager/CEO
Subject: Strategic Action Plan Status Update

RECOMMENDATION:

Receive FY 2021/22 and 2022/23 Project Action Plan Update.

FISCAL IMPACT:

None.

POLICY IMPLICATIONS:

Every three years, your Board directs staff to conduct a facilitated workshop to develop a 3-Year Strategic Plan accompanied with strategic priorities and goals and performance metrics. Staff uses these goals in development of annual project action plans, staffing plans, operating and capital budgets and individual employee performance goals.

DISCUSSION:

The Monterey-Salinas Transit District Board of Directors adopted a Strategic Plan for 2021 – 2023. Your Board receives quarterly updates on progress to date in achieving the annual project action plans that support achievement of strategic priorities.

Your Board will receive an update at your meeting of January 10th on achievement toward action items as of December 31, 2021. Staff added a list of emerging issues which will be added to the Action Plan for FY2023-2024. Board members may provide feedback on these action items for inclusion in the next financial budget and Capital Improvement Program.

ATTACHMENT(S):

FY 2021/22 and 2022/23 Project Action Plan Update

Prepared by:  _____

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**FY 2021/22 and 2022/23
Project Action Plan Update
December 31, 2021**

1. Finalize Comprehensive Operational Analysis and begin implementation of board approved service changes along with supporting staffing plan. June 2022

Status: In process and on schedule.

2. Renew and redefine post-COVID partnership programs for Hartnell College, Monterey Peninsula College, CSUMB, City of Monterey/Monterey Bay Aquarium and Presidio of Monterey. July 2022

Status: Completed. Staff negotiated a new contract with CSUMB, Hartnell, and MPC community colleges for the 2021-2022 school year. City of Monterey/Monterey Bay Aquarium agreement was made for Monterey Trolley service in summer 2021 with significant support from MST's federal COVID relief funding. Discussions have begun and will be finalized before trolley service is scheduled for summer 2022. June 2022.

3. Begin implementation of ZEB equipment and infrastructure and develop long term funding plan to include public private partnerships. December 2021.

Status: In process and on schedule. MST submitted it's Board-adopted ZEB Rollout Plan to the California Air Resources Board (CARB) for review, comment, and approval.

4. Complete construction and commence operations from South County Operations and Maintenance Facility (SCO). December 2021

Status: Construction completed in August 2021 and successfully launched operations and maintenance activities in December 2021.

5. Complete environmental and preliminary engineering (July 2021), begin final design, and continue documentation for FTA Capital Investment Grant (CIG) project evaluation, rating, and approval for SURF! Busway and Bus Rapid Transit Project. June 2022

Status: California Environmental Quality Act environmental documentation and 35% construction plan complete. Federal environmental documentation in progress. Final design consultant selected and scheduled to begin February 2022.

6. Complete demonstration of contactless fare payment and mobile ticketing solution and determine future deployment of technology. July 2022

Status: A 6-month extension of demonstration to ascertain feasibility of customer discounts and reducing penalty fares was achieved.

7. Conduct fixed facility review for location new/rehabilitated Salinas Operations and Maintenance Facility. June 2023

Status: No grant funds have been secured. Staff will begin procurement process for study with general funds.

8. Develop and implement MST Branding initiative per Marketing Plan. July 2021

Status: Staff is working with consultant and considering delaying implementation until September 2022 to coincide with MST 50th anniversary and implementation of new service network.

9. Execute contract for purchased transportation services to include Fixed Route, On Call, and RIDES Paratransit service. May 2022.

Status: On schedule with contract award expected in January 2022. Successful proposer will begin operating with a new contract in July 2022.

10. Upgrade/replace MST voice communication systems. December 2021

Status: Completed

11. Promote and participate in planning efforts for autonomous vehicle infrastructure where such technology would best support MST operations. June 2023

Status: No action taken to date.

12. Initiate East Alisal Bus Rapid Transit and Salinas Transit Center Relocation Study as funding allows. January 2022

Status: Staff continues to seek funding for E. Alisal BRT. Staff will coordinate with City of Salinas and Taylor Farms for funding to procure consultant to complete federally-required relocation analysis.

13. Initiate research to determine levels of community support for local funding initiatives to support long term investments including fixed route operations, bus rapid transit and zero emission bus equipment/infrastructure investments. June 2023

Status: No action taken to date.

14. Seek opportunities to identify how MST services and amenities can better support the mobility needs of Monterey County homeless populations. September 2022

Status: No action taken to date.

15. Initiate comprehensive campaign to promote increased diversity, inclusion, and employment of underrepresented sectors of the MST workforce. September 2021

Status: MST Civil Rights Officer is working on multiple fronts to seek job applicants from more diverse locations; partnering with project managers of the SURF! Busway and BRT and the Comprehensive Operational Analysis to analyze the impacts of major MST projects on disadvantaged and underrepresented communities; and, participating in the MST Branding effort to ensure we recognize issues of diversity, equity and inclusiveness.

16. Develop plan to address outdated information technology legacy systems and continue implementation of 2019 – 2021 Information Strategic Action Plan. December 2021

Status: With the onboarding of a new Chief Information Officer (CIO), a review process has begun of the current state of these systems with the goal of an operational upgrade/replacement outline in the 1st quarter of 2022.

17. Investigate an MST vanpool program to supplement existing fixed-route and mobility services. June 2022

Status: Staff has initiated discussions with *Commute with Enterprise* and will be proposing funding in the MST Budget for FY2023-2024.

Emerging Issues:

1. Salinas Transit Center relocation request.
2. Excess property review.
3. New software implementation.
4. Collective Bargaining Agreement with the ATU and MSTEa MOU.
5. Administrative Compensation and Class Study completion.
6. Initial review of information technology items including but not limited to cyber security, outdated IT infrastructure, and document management.
7. MST Fare Policy as it relates to the Comprehensive Operational Analysis Network Redesign implementation.

FY 2022 Ongoing and Recurring Action Items

1. Continue efforts to ensure passenger and employee safety and security.
2. Continue transit activities within board adopted operational and financial performance standards.
3. Continue efforts to finance and maintain a state of good repair for MST fleet and facilities.
4. Maintain ongoing community partnerships and seek new opportunities as appropriate.
5. Develop and implement service levels, facilities, policies, and procedures appropriate to funding availability and community requirements.
6. Actively participate in state and national trade associations to support issues of local concern.
7. Continue employee training and development opportunities through partnerships with local colleges, universities, and vendors.
8. Provide administrative support in service to Monterey County Regional Taxi Authority and Monterey-Salinas Transit Corporation.
9. Ensure compliance with federal, state, and local regulations, and conduct regular review of policies and practices.
10. Adopt and execute federal and state legislative programs.
11. Continue marketing and community outreach programs to promote MST services and educate the communities we serve regarding the benefits of public transportation.
12. Continue board development activities including educational and policy reviews.
13. Continue to adopt policies and adapt practices to ensure safety and cyber security of MST data and telecommunications systems, networks, and programs.
14. Continue to seek funding from grant sources and extra governmental partnerships to maintain and expand mobility services within the communities we serve.
15. Continue programs to support employment diversity, inclusiveness and equity for MST employees and customers.
16. Complete an initial review of information technology items including but not limited to cyber security, outdated IT infrastructure, and document management.